

POSITION ANNOUNCEMENT

POSITION: Juvenile Court Probation Officer
LOCATION: 3rd District Juvenile Court - Park City
HIRING RANGE: 42-46/\$15.17 to \$16.92
TYPE OF POSITION: Full-time, with benefits
CLOSING DATE: September 1, 2006 at 5:00 p.m.

DIRECT APPLICATIONS TO:

Kyle Memmott
Third District Juvenile Court
6300 North Silver Creek Drive
Park City, UT 84098
435-843-3227 (phone)
435-843-3229 (fax)

TYPICAL DUTIES: Provides supervision to juvenile offenders who are sentenced to probation by the Juvenile Court and/or performs non-judicial case handling of juvenile offenders referred to the Juvenile Court.

- Prepares treatment and correctional plans for probationers; provides individual counseling and supervision to juveniles and their families. Prepares progress reports on probationers for submission to the Court; prepares written and oral reports for Court.
- Modifies levels of supervision; works toward and recommends release from probation.
- Supervises probationers in the field including making visits to the home, school, and place of employment.
- Reviews police reports or written referrals to Juvenile Court to determine if the facts alleged bring the minor within the Court's jurisdiction.
- Screens out those cases not requiring judicial action and makes non-judicial adjustment; arranges voluntary payment of victim restitution; assigns community service hours; determines need for detention.
- Works collaboratively with law enforcement, education, human services officials and other community agencies to organize, develop and deliver services to juveniles and families.
- Supervises Deputy Probation Officers, student volunteers; performs other related duties as assigned.

REQUIRED QUALIFICATIONS: Graduation from college with a bachelor's degree in the behavioral sciences, criminal justice or related field. Knowledge of juvenile behavior and counseling, ability to deal with stressful and emotional situations, and ability to make critical decisions objectively under pressure is also required. Preference will be given to those who are computer literate and have previous experience with juvenile offenders.

SPECIAL REQUIREMENTS: Willingness to accept exposure to occasional dangerous or threatening situations. Must be able to work a flexible schedule, including evenings and weekends. Requires frequent home and school visits.

Must possess a valid Utah driver's license and have own transportation. Applicants subject to criminal background check.

APPLICATION INFORMATION: Applications may be obtained from the Administrative Office of the Courts, 450 S. State, SLC, UT . Phone: (801)578-3890 or from our website at: www.utcourts.gov. **Include a certified transcript with application.**

The Utah State Courts is an Equal Opportunity Employer. The courts comply with all state and federal laws prohibiting unlawful discrimination, and provide reasonable accommodation to disabled individuals as required by the ADA.